

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
BOARD OF HEALTH
Minutes
December 14, 2011**

A. Meeting called to order at 11 AM by Chairman C. Rusin.

B. Present: Candyce Rusin, Dr. Teresa Rudolph, Dorothy Jankowski, Susan Nett
Excused: Lori Asmus

C. MINUTES TO APPROVE

1. Motion to approve minutes from November 9, 2011 meeting made by D. Jankowski and seconded by T. Rudolph. Motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. November 2011 Communicable Disease Report distributed and reviewed. Decrease noted in number of sexually transmitted disease cases for November.
2. Update on Seasonal Flu Vaccine. S. Nett reported to date 471 doses of adult and 414 doses of children's flu vaccine have been administered. The adult flu vaccine is gone and a waiting list is started as the minimum number of doses that can be ordered is 30.
3. Update – Pertussis and Parapertussis provided by S. Nett. The nurses are seeing an increase in the number of those being tested, however most tests have been negative. Follow-up still needs to be done to determine if the case could be a probable one based on the identified indicators from the state.
4. Consolidated Grant Contract 2012 Update. The state has not finalized the contract yet due to the difficulties at the federal level. Objectives for most of the grant programs have been negotiated and accepted.
5. PH Infrastructure Mini – Grant Update. S. Nett reported an application was submitted requesting funds for the initial self-assessment process. Grant awards won't be announced until later this month.
6. Community Needs Assessment – Update. The next step in the process is to meet with the initial planning group to identify priorities and begin the next steps of developing a community health improvement plan. There is a group of individuals in Menasha that are interested in developing a Healthier Menasha. S. Nett will be meeting with Dr. Michael Gitter next week to discuss the health department involvement.
7. Get the Meds Out Program has been stopped per an email received from the UW-Extension program coordinator. Not sure if the program will resume. The health department was asked to destroy the envelopes and not mail them back to the Extension.
8. CRC – Letter of Assurance has been completed as part of the grant recipient requirements.

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

Board of Health Members: Dorothy Jankowski, Lori Asmus, Susan Nett, Candyce Rusin, Theresa Shoberg

9. Red Cross CPR/First Aid – Changes for Instructors. S. Nett explained the department may need to change from Red Cross instructors to American Heart as the Red Cross has changed from local chapters to regions and all the billing etc. now comes through the national office. To date, the billing has been incorrect in that the charge for a CPR/First Aid card is now @ \$19 instead of the \$5 we were told would continue for the summer and then after that would increase to \$9. Cards would be good for 2 years. S. Nett is checking with FVTC to see what can be done to certify instructors for American Heart Assoc.
10. Recent Staff Trainings—The sanitarian was asked to present at a hazardous house seminar held last month in Green Bay. One of the nurses attended the seminar which presented information on various health hazards in the home that could affect the occupants in the home.

E. ACTION ITEMS

1. NONE

F. HELD OVER BUSINESS

1. NONE

G. Motion to adjourn at 11:55 AM made by D. Jankowski and seconded by T. Rudolph.

Motion carried. Next meeting January 11, 2012 at 11 AM. Location to be determined.